

TUESDAY, JANUARY 31, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 West Franklin Street, Circleville, Ohio, on Tuesday, January 31, 2017, with the following members present: Mr. Brian S. Stewart, Mr. Jay H. Wippel, and Mr. Harold R. Henson. Brad Lutz, County Administrator, was also in attendance.

In the Matter of
Minutes Approved:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the minutes from January 24, 2017, with corrections.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

In the Matter of
Bills Approved for Payment:

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to adopt the following Resolution:

BE IT RESOLVED, that the bills have been found to be properly filed and their respective vouchers shall be cross-referenced to the approving pages dated February 1, 2017, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT FURTHER RESOLVED, that the Board of Pickaway County Commissioners orders the Auditor of Pickaway County, Ohio, to draw her warrant on this entry in the amount of \$129,186.71 on the County Treasurer to satisfy the same.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

In the Matter of
Waivers Approved:

Mr. Hube requested the commissioners to waive the waiting period to issue payment to the following:

- Anderson Township Trustees of Hamilton County, Ohio, for the purchase of two (2) 2009 Crown Victoria Road Patrol Vehicles for the Pickaway County Sheriff's Office at the cost of \$3,000 each for a total of \$6,000, to be paid from line item #401.7115.5529 - Planned Capital Expenditures.
- Nourse Auto Mall-Chillicothe, in the amount of \$25,236.50 from line item #401.7115.5529 – Planned Capital Expenditures, for the purchase of one (1) Nissan Frontier truck for the Pickaway County Building Department.

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the requests.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

TUESDAY, JANUARY 31, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Report Provided by Dave Conrad:

- Mr. Conrad discussed matters regarding 911 with the commissioners in reference to the city's VOIP calls temporarily being routed to the county's PSAP.
- Mr. Conrad will be meeting with Steve Ross of Earnhart Hill Regional Water & Sewer District again tomorrow regarding its safety plan. He mentioned that he would like Dustin Hube, Deputy EMA Director, to attend the meeting as well.
- The monthly countywide emergency siren testing will take place tomorrow, February 1st, at 1:00 p.m.
- A County Fire Chief's meeting is scheduled to be held at 7:00 p.m. on Thursday, February 2nd, at the Circleville Fire Station on North Court St.

In the Matter of
Report Provided by Erica Tucker:

The following is a summary of the report provided by Erica Tucker, RPHF Solid Waste District Administrative Assistant:

- Mrs. Tucker is working with Westside Media on making some improvements to the county's website in reference to installing individual links to view the county's latest news.
- Mrs. Tucker thanked the commissioners for having the hallway painted in the Pickaway County Annex. She mentioned the concept of installing industrial type wainscoting to help protect the lower portion of the walls for the commissioners' consideration.
- The RPHF Solid Waste District Recycling District will be submitting grant applications due to the Ohio EPA at the end of the week. Mrs. Tucker mentioned that the City of Chillicothe is interested in bringing back curbside recycling.
- A Solid Waste Outreach Specialist meeting was held last Thursday. Dates were confirmed for the district's various collection/recycling events. A district household hazardous materials event at the Adena Schools in Frankfort is being considered that will be hosted by Environmental Enterprises, Inc. (EEI), of Columbus. Information will be disseminated to residents of the district informing them of the current ability to take their household hazardous materials to EEI's location on East Ave. in Columbus at no cost. Residents will require a voucher from RPHF District office to present at the time of drop-off.
- A RPHF Solid Waste Board of Director's meeting is scheduled to be held at the RPHF District office at 9:00 a.m., on March 9th.
- Members of the Pickaway County Health & Safety Committee met with the Red Cross last week and a county employee blood drive scheduled for May 18th, which will be held during the county's Health & Safety Week.

In the Matter of
Report Provided by April Dengler:

The following is a summary of the report provided by April Dengler, Assistant County Administrator:

- The Pickaway Addiction Action Coalition's (PAAC) new website, www.DrugFreePickaway.com, is now available and provides an excellent resource guide and other information related to the opiate epidemic in the county.
- A check was received in the amount of \$28,869.15 from CORSA related to the remediation of the water damage associated with two broken sprinkler heads at the PCBDD building on South Pickaway Street. The building will be transferred to the county and will house Pickaway County JFS Department and OhioMeansJobs – Pickaway County office. The first invoice in the amount of \$31,399.15 was received from Utmost Renovations for demolition/remediation of the damages to the interior of the building.
- Mrs. Dengler evaluated the RFPs received by the Franklin County Healthcare Consortium, which the county is a member of, related to 2018 healthcare provider.
- Emails will be sent to county employees later in the week with the new Health Benefits Guide for 2017, and an email was sent informing employees of tobacco cessation products that may be obtained at no cost with a prescription or over the counter products behind the pharmacy.

TUESDAY, JANUARY 31, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Travel Authorization Signed for
Job & Family Services Employees:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve and sign a Travel Authorization for numerous Job & Family Services employees to attend various meetings, training sessions, and to perform multiple home visits throughout the month of February 2017, at the total probable cost of \$1,904.44.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

In the Matter of
Soil & Water Conservation District Update:

The following is a summary of the update provided by Tawn Seimer, District Administrator, and Lindsey Shaffer, Deputy District Administrator, of the Pickaway County Soil & Water Conservation District (SWCD) office:

- Lindsey Shaffer has been promoted to Deputy Administrator. She formally held the position of District Technician. Arista Minor Hartzler, who has worked at the SWCD on a volunteer basis, accepted the position of District Technician, and will begin part-time on February 6th.
- Alison Davis resigned as Education/Outreach Coordinator on January 5, 2017, and the position is posted at this time. Lindsey Shaffer will be filling in until the position is filled.
- Staff and supervisors will be attending the annual Ohio Federation of Soil & Water Conservation District meeting scheduled for February 26 – 28, 2017, in Columbus. A reception with legislators is scheduled at the State House on the evening of the 28th.
- The January “Conservation New” newsletter was mailed out to 2,456 residents and emailed to 251. Information about the annual tree and fish fingerling sale currently underway.
- Information about the 2017 Soil & Water Stewardship Poster Contest has been sent to all area schools.
- The Area 5 Envirothon rules, regulations, and team forms have been sent out to the Pickaway County schools. The event will be held on April 25, 2017, at the Scioto Grove Metro Park in Grove City.
- The Ohio Envirothon will be held at the Ohio Christian University this year on June 12 & June 13th.
- The Donald E Minor Memorial Scholarship information is being distributed to the Pickaway County High Schools. High school seniors who will be majoring in Agriculture or Natural Resources at a 2 or 4 year college/university are eligible for the \$500 scholarship. Money that is raised by the SWCD for parking cars at the Pickaway County Service Center parking lot during Pumpkin Show is used for the scholarship.
- Currently there are 10 waterways in various stages of design, and 5 were constructed last fall.
- Waterways that were through their 10-year life span were inspected last fall. Many of them still met SWCD specifications and maintenance and were re-enrolled for another 10 years.
- Arron Mosely, District Technician, surveyed four miles of Scioto River levees for a co-operator.
- Mr. Mosely inspected and prepared reports for all of the SWCD conservation easements.
- One Comprehensive Nutrient Management Plan for a livestock producer in Darby Township was prepared on in cooperation with the Ohio Department of Agriculture.
- Related to the R.J. Howard Ditch petition project, Chris Mullins, County Engineer, recently informed the SWCD office of a natural gas pipeline that will be pass through a portion of the project.

In the Matter of
Meeting with Job & Family Services Director
Regarding Renovations Related to Relocating the
Pickaway County Job & Family Services Department and the
OhioMeansJobs – Pickaway County:

TUESDAY, JANUARY 31, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Joy Ewing, Pickaway County JFS Director, met with the commissioners and provided information she obtained from the Ohio Department of JFS related to reimbursement of renovations through the cost allocation plan to the PCBDD building on South Pickaway Street. She stated she was informed that Pickaway County JFS is the first department to inquire about this since the new OMNI Super Circular came out that addresses this. Currently, Pickaway County JFS pays the county for its space at the Pickaway County Service Center through the cost allocation plan with federal funds provided through the ODJFS. One of the big questions that Mrs. Ewing was asked by the ODJFS Fiscal Supervisor was who will be moving into the space at the PCSC after the JFS Department has moved out, which is unknown at this time. After discussing the matter further, Mrs. Ewing stated that she will keep working on the matter and will keep the commissioners informed as it progresses.

Another matter that Mrs. Ewing mentioned was the 26-year old telephone system that the JFS office is currently using and whether it will be able to be relocated to the south Pickaway Street location. She stated that she will be consulting with Larry Phile, the county's telephone system coordinator, regarding the matter.

After discussing the topic further, Mrs. Ewing confirmed that she is prepared to commit to relocating the department into the building.

In the Matter of
Pickaway County Family & Children First Council Update:

The following is a summary of the report provided by Kim Martin, Executive Director, of the Pickaway County Family & Children First Council (FCFC):

- The top three Priorities of the 3-year Shared Plan currently underway was reviewed that included Priority #1: Youth and Young Adults in Transition mentoring program that is a need in the community. The third annual Be a Hero Run Walk Rule (RWR) for youth is scheduled to be held on May 6th, beginning at 10:00 a.m., at the Mary Virginia Crites Hannan Community Park.
- Priority #2 is related to mental health services to that is provided to youth and families. It was noted that Integrated Services serves youth in schools as well as in the home and has added 3 case managers. Hopewell Health provides intensive case management related to in-school behavioral and mental health services.
- Priority #3 is related to Addiction Services. The PAAC committee has been working to fill the needs presented in addition services and various recourses are pulling together to support recovery in the county.
- The ECCC Early Childhood Committee meets quarterly and monitors the progress of services that is provided to children from birth to 5 years of age. The focus this year is early childhood literacy.
- The various sources of funding for the FCFC was reviewed along with the breakdown of the number of youth (58) in the county schools and families (28) that are served that dealing with multiple high-risk factors.

After other information was provided to the commissioners that included but was not limited to coordinating available services to eliminate redundancy and in building community capacity, they thanked Mrs. Martin for the update.

In the Matter of
Approval for Purchase of Five New Computers
For Pickaway County Treasurer Office:

Ellery Elick, County Treasurer, met with the commissioners to request the purchase of new computers for the treasurer's office. Robert Adkins, IT Manager, was also in attendance. Mr. Elick uses a laptop and the other 4 computers in the department are Microsoft Office 2007 desktops, which were used when purchased approximately 4 years ago.

Mr. Adkins provided an overview of the ongoing issues with Mr. Elick's laptop, which was found to have a large number of malware that Mr. Akins was able to address; however, there were continued issues that involved the inability to connect to RECO and IAS. Issues also arose regarding Mr. Elick's inability to switch between screens and

TUESDAY, JANUARY 31, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

inability to print bills. After multiple reboots, reinstalls, reconfigurations, and consultation with Tyler Technologies (IAS vendor) the issues have not been able to be resolved though his laptop is clean from malware.

After providing additional information regarding the various issues, Mr. Elick stated the he would like to change to a desktop and a quote from Southern Computer Warehouse was presented for 5 new Lenovo ThinkCentre M700 10 HY desktop computers. When the commissioners inquired if there were funds in Mr. Elick's budget to purchase the computers, he stated there were not and, in fact, he has submitted a Cash Advance Budget Action Request form for an advance to his DTAC fund that has progressively depleted over the past several years.

After discussing the matter further, that included the need for upgraded Windows 7 licenses and Mr. Adkins looking into a way of receiving a credit for licenses that were purchased a few years ago, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the purchase of 5 Lenovo ThinkCentre M700 10HY desktop computers, LED monitors, mounting brackets, and DisplayPort adapters in the amount of \$3,806.35 from Southern Computer Warehouse, plus 5 Microsoft Office online licenses for a total amount not to exceed \$4,500 without contacting the commissioners. The purchase will be made from Unplanned Capital expenditures.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

Mr. Elick thanked the commissioners.

In the Matter of
General Public Hearing for Pickaway County
FY 2017 Community Development Block Grant Program:

The commissioners held the General Public Hearing related to FY2017 Pickaway Community Development Block Grant (CDBG) Small Cities Program, a federally funded program administered by the Ohio Development Services Agency (ODSA), Office of Housing and Community Partnerships (OHCP). In attendance were Don Sherman, P.E., Director of the City of Circleville Public Service Office, and Franklin Christman, Administrator for the Village of Ashville.

After Commissioner Stewart opened the public hearing, he turned it over to Robert Berquist, of Berqshire, LLC, the county's CDBG administrative consultant. He stated that it is anticipated that Pickaway County will receive approximately \$155,000 in CDBG Allocation funds that eligible entities and service providers (e.g. Senior Centers) can apply for. Information packets were distributed that provided program summaries for those in attendance, and Mr. Berquist began by stating that the purpose of the General Public Hearing was to inform the public of the all of the grant programs under the CDBG heading, with particular emphasis on the Community Development Block Grant Allocation program and the competitive set-aside grants associated with it, being Neighborhood Revitalization, Downtown Revitalization, and Critical Infrastructure. For activities to be eligible for funding, they must qualify under the national objectives of meeting the low-and moderate-income (LMI) benefit or the elimination of slum and blight. Outside of the competitive set-aside revitalization grants, a maximum of four projects can be included in the county's application to ODSA, OHCP.

Mr. Berquist stated that the application for the Community Development Block Grant Allocation program and any competitive grant that would go along with it will be due to the state in mid- to late June. He explained that a large portion of the CDBG allocation must be used in conjunction with any of the competitive set-aside Neighborhood Revitalization, Downtown Revitalization, and Critical Infrastructure grant applications.

The information packets distributed also provided material to those in attendance related to the Community Development Corporation (CDC) Economic Development Program, which encompasses the Microenterprise Business Development Program and the Community Development Finance Fund Program; the Economic Development Loan and Public Infrastructure Program; the Residential Public Infrastructure Program; the Ohio Housing Trust Fund; and the Community Housing Impact and Preservation Program. The information packets also included data regarding activities that comply with the CDBG statute, in addition to the categories of eligible activities.

TUESDAY, JANUARY 31, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Mr. Berquist then spoke about the 2017- 2018 Community Development Implementation Strategy that was implemented in 2015. Eligible entities and service providers must provide a 2-year implementation strategy, a requirement to qualify for CDBG Allocation funds. Projects not listed on the CDIS will not be eligible to apply for CDBG Allocation / Set-Aside funding in program years 2017 and 2018. The next two public hearings will be all about the CDIS. Notices will be mailed out by the commissioners' office to eligible entities and service providers informing them of the date, time, and location of the first public hearing regarding the CDIS and to obtain the CDIS form. Mr. Berquist mentioned CDIS projects that were not funded in the 2015 – 2016 program years can be carried over to 2017 – 2018; however, the entities must provide updated project costs. Applications for the CDBG application will also be provided by the commissioners' office.

After the CDIS public hearing, entities will be provided approximately 4 weeks to fill out the form and CDBG applications. The commissioners will then review all submitted projects, determine if they are eligible and then make their prioritized selection of projects for funding. The commissioners' selections will then be published in the Circleville Herald, and notifications will be sent out of the second public hearing that will subsequently be held to receive comments prior to the county's application to the state that will be submitted in mid- to late June.

Following a brief question and answer session, the hearing concluded and the commissioners thanked everyone for their attendance.

**In the Matter of
Meeting in Executive Session:**

At 2:00 p.m., Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to enter into Executive Session to discuss the employment of a Pickaway County Commissioners' employee with Terry Frazier, Planning & Development Director. Mr. Lutz and the county clerk were also in attendance.

Roll call vote on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

At 2:13 p.m., the commissioners exited Executive Session and Commissioner Wippel offered the motion, seconded by Commissioner Henson, to resume Regular Session.

Roll call vote on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

No action was taken.

**In the Matter of
Development & Planning Office Update:**

The following is a summary of the update provided by Terry Frazier, Planning & Development Director:

- Mr. Frazier spoke with the commissioners regarding reappointments to the Pickaway County Planning Commission. Per ORC §713.22, county planning commissions shall consist of the members of the board of county commissioners, or their designated alternates, and 8 other members appointed by the board for a period of three (3) years. Mr. Frazier stated that 3 members' terms expire in February and recommended re-appointing them for 3 years. He stated that he would need to perform further research to determine when the remaining 6 members' terms expire. Mr. Frazier also pointed out that there is an open appointment on the commission that was not filled after a member moved from the community. He stated that there is an alternate member to a member of the commission who virtually attends all of the planning commission meetings even when the member is in attendance, and recommended that the alternate member be appointed as a member to fill the open appointment. In discussing the matter, it was the commissioners' consensus that they will soon

TUESDAY, JANUARY 31, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

re-appoint the members at staggered 3, 2, and 1-year terms, and at the end of each of those terms, members will be appointed at the commissioners' discretion for a period of three years.

- The next meeting of the Pickaway County Planning Commission is scheduled for February 14th, at 3:00 p.m. Mr. Frazier mentioned that so far, there are two rezoning requests, one in Scioto Township and one in Pickaway Township.
- Mr. Frazier spoke with the commissioners regarding a maintenance bond in the amount of \$47,600 in the form of a Cashiers' Check that was received from DRCS LLC in December 2015, for the county to hold for a period of one year after road and infrastructure improvements were made to Logistics Court. Anthony Neff, Deputy County Engineer, will be inspecting the road, drainage, seeding, etc., and it is expected that the maintenance bond will subsequently be released.
- The Community Investment Area (CRA) Housing Council in the Rickenbacker Intermodal was discussed, which performs annual housing site visits in the CRA. When a CRA is located within an unincorporated area of a county, the council is composed of one member appointed by each member of the board of county commissioners and two members are appointed by the county planning commission. The majority of the foregoing members shall then appoint two additional members who shall be residents of the political subdivision(s). Terms of the members of council is three years. Mr. Frazier asked that the commissioners be considering two members from the political subdivisions in the CRA (Harrison Township, Madison Township, Village of Ashville, Village of South Bloomfield, or the county) to replace two members that have not been active on the council for some time for various reasons.
- Mr. Frazier reported that last week he was contacted by Ryan Scribner, P3 Economic Development Director, who informed him that Logan Elm Local School District representatives will be meeting with representatives from NTE Energy at the P3 office on February 9th, for discussions related to a tax incentive agreement NTE is planning to request for a project in Pickaway Township. Gene Hollins, the county's economic development legal counsel, will also be attending the meeting.
- The plat for the Love's Travel Stops and Sofidel is getting closer to being approved. Currently there are issues related to easements.

At the conclusion of the update, the commissioners thanked Mr. Frazier.

In the Matter of
Approval of 6-year Pictometry
Imagery Contract to be Paid from E911 Funds:

Melissa Betz, County Auditor, met with the commissioners along with Jason Gillow, GIS Coordinator, as a follow-up from their meeting in July of last year regarding the three-year Pictometry Imagery Contract that expires on February 26, 2017, and the funding for its renewal. Terry Frazier, of Development & Planning, and Sheriff Robert Radcliff were also in attendance.

Mr. Gillow stated that the main product in the new contract is oblique imagery. There is approximately 75 users of the current online Connect Explorer and Pictometry through the county's GIS office that provides straight down view imagery. In a Pictometry Work Group Usage chart that was provided for the commissioners' review reflected public safety forces being the larger user of the online Connect Explorer and Pictometry. Mr. Gillow stated that villages, townships, law enforcement, fire departments, and others have shown interest in the oblique imagery that provides multiple 45° angle side views of buildings.

So far, E911 funds have fully funded the contract; however, it was determined that Mr. Gillow would circulate a survey asking various users about how important imagery is to them; how much they use the current 2014 imagery through AccuGlobe and/or Pictometry; if they prefer just one straight down view imagery or oblique; and if they would be willing to help provide funding for this project. Almost all the responded to the survey said "no" to support the purchase of the new imagery, one said "yes;" one said "yes" if they could get a permanent funding source; and Mr. Gillow stated that there were a couple of "maybes." Mrs. Betz mentioned that much of the Real Estate Assessment (REA) funds have been obligated for the imaging of real estate duplicates that has begun, and a county-wide parcel fabric project.

Mr. Gillow presented a budget plan proposal from Pictometry Intelligent Images that the commissioners reviewed for: 1) a 3-year Single-Flight Summary Contract in the amount of \$112,889 that includes online services; and, 2) a 6-year. Two Flight Summary Contract for the first flight project in the amount of \$99,179 that includes online services each year, and the second flight project that would not be due until the flight occurs, for the overall cost of \$198,358, with 6 annual payments of \$33,059.67. This provides a 13% discount for each flight with a \$27,420 overall savings. Flights would occur in spring 2017, and spring 2020.

TUESDAY, JANUARY 31, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

After discussing the matter further, Mr. Gillow recommended the 6-year contract. With it being more cost effective and more manageable budget wise, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the 6-year contract to be paid from the E911 Funds.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

Mr. Gillow and Mrs. Betz thanked the commissioners, and it was determined that the Light Detection And Ranging (LIDAR) dataset that is over 10 years old, which was also discussed in the July 2016 meeting with the commissioners, will be addressed at a later time.

Sheriff Radcliff remained behind for a few minutes and spoke to the commissioners regarding the current number of dispatchers at the county's dispatch center. He stated that previously there were 9 communications dispatchers, and the PCSO is currently at eight, with two of them being relatively new. Sheriff Radcliff said that one dispatcher is currently on sick leave and he is concerned about the burn-out factor for those remaining to cover all shifts.

After providing the commissioners with additional information regarding the matter, Sheriff Radcliff stated that he just wanted to make the commissioners aware of the current situation.

In the Matter of
County Administrator Report:

The following is a summary of the report provided by Brad Lutz, County Administrator:

- The bid opening for the Pickaway County Fairgrounds Post Frame Stable Project is scheduled for Tuesday, February 14th, at 10 a.m. The legal Notice to Contractors will appear in the Circleville Herald this week and next, and the bid documents are posted on the Pickaway County website.
- Work is being done in preparing the RFP for a civil engineer for Phase I of the Pickaway
- County Fairgrounds Revitalization Master Plan for new fairgrounds entrance at the Nicholas Drive and Lancaster Pike intersection and the fairgrounds parking lot.
- Some interference is currently being experienced with the county's 800 MHz Radio Communications tower on the EDAC side, not the P25 side. It was reported that WS Electronics and B & C Communications were at the site. Tom Swisher, Countywide Radio Communications Coordinator is also working on the matter.
- The Ohio Auditor of State office released its Financial Health Indicators Report for Cities and Counties across the state.
- Mr. Lutz provided an overview of a meeting he attended last week with city and community leaders and representatives of various civic organizations, where discussion was held about the concept of and location for a new city pool, an estimated \$1.5 million project. Mr. Lutz pointed out that the City of Circleville maintains that it does not have the funds to help pay for a new pool, and he also pointed out that the county has its list of upcoming capital projects. In addition, there are other organization's capital campaigns underway and levees that are planned to be placed on the ballot. It was reported that Jeff Phillips, YMCA Executive Director, spoke of expanding the existing pool at the YMCA as an option.
- Mr. Lutz will begin obtaining quotes for painting and new carpeting for the Board of Elections offices in the Annex building.
- Mr. Lutz mentioned that he wanted to thank Geoff Davis, Building Inspector, for the research he performed regarding questions that were recently raised by the Circleville Fire Department Chief about the Building Department being violation for not contacting him about fire system inspections in buildings. Mr. Davis was sure that was not the case, and contacted the State Fire Marshal's office and it was confirmed that it is the owner of the building's responsibility. While the Building Department attempts to be as accommodating as possible, it was verified that it is not in violation of any law if it does not make a courtesy call to fire departments.

**TUESDAY, JANUARY 31, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

**In the Matter of
Approval of Cash Advances:**

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve the following CASH ADVANCE requests:

**10,000 to 101.1105.5801 – Advances Out-General Fund
To
232.0000.4910 – Treasurer-DTAC-Advance In**

**7,300 from 101.1105.5801 – Advances Out-General Fund
To
227.0000.4910 – Juvenile/Probate-VOCA Fund-Advance In**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Appropriations Approved:**

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve the following requests for the APPROPRIATION OF FUNDS:

**27,394.95 to 101.1105.5703 – Contingencies
202 to 101.1105.5703 – Contingencies
57,960 to 295.1255.5102 – Felony Day Reporting-Salary
8,114 to 295.1255.5102 – Felony Day Reporting-PERS
840 to 295.1255.5202 – Felony Day Reporting-Medicare
95 to 95.1255.5203 – Felony Day Reporting-Insurance
1,287 to 295.1255.5205 – Felony Day Reporting-Workers' Comp.
7,768 to 295.1255.5301 – Felony Day Reporting-Supplies
4,000 to 295.1255.5501 – Felony Day Reporting-Equipment**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Transfers Approved:**

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve the following TRANSFER and RE-APPROPRIATION requests:

**202 from 101.1105.5703 – Contingencies
To
101.1211.5401 – Court Magistrate-Contract Services**

**27,394.95 from 101.1105.5703 – Contingencies
To
101.1103.5443 – General Liability**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**TUESDAY, JANUARY 31, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

**In the Matter of
Issuance of Blanket Purchase Order Approved:**

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve the following request for the ISSUANCE OF A BLANKET PURCHASE ORDER:

1,126 – 234.063.5901 – Prosecutor-Victims of Crime-SVAA-Other Expense

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending January 28, 2017.

A total of \$3,761 was reported being collected as follows: \$240 in adoption fees; \$1,770 in dog licenses; \$1,164 in kennel licenses; \$40 in redemptions; \$120 in owner turn-ins; and \$427 in private donations.

Two (2) stray dogs were processed in; six (6) dogs were adopted.

With there being no further business brought before the Board, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to adjourn. Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes. Commissioner Henson, yes. Voting No: None. Motion carried.

Brian S. Stewart, President

Jay H. Wippel, Vice President

Harold R. Henson, Commissioner
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk